



2016 Payment Cycle Schedule

January 2016	February 2016	March 2016	April 2016
12/26/15 - 1/8/16	1/23/16 - 2/5/16	2/20/16 - 3/4/16	3/19/16 - 4/1/16
1/9/16 - 1/22/16	2/6/16 - 2/19/16	3/5/16 - 3/18/16	4/2/16 - 4/16/16
			4/17/16 - 4/29/16
May 2016	June 2016	July 2016	August 2016
4/30/16 - 5/13/16	5/28/16 - 6/10/16	6/25/16 - 7/8/16	7/23/16 - 8/5/16
5/14/16 - 5/27/16	6/11/16 - 6/24/16	7/9/16 - 7/22/16	8/6/16 - 8/19/16
September 2016	October 2016	November 2016	December 2016
8/20/16 - 9/2/16	10/1/16 - 10/14/16	10/29/16 - 11/11/16	11/26/16 - 12/9/16
9/3/16 - 9/16/16	10/15/16 - 10/28/16	11/12/16 - 11/25/16	12/10/16 - 12/23/16
9/17/16 - 9/30/16			12/24/16 - 1/6/17

NOTE:

- In order to accurately reconcile your payment, be sure to run an Agency Invoice Report in TOTS no later than the Monday after each pay cycle period.
- Payment will include service approved for payment between the dates listed.
- Please allow up to 10 days after payment cycle has ended to receive payment.
- Processing dates may change due to unforeseen circumstances **without notice**.
- Delays are possible if federal or state holidays fall during the last week of each pay cycle.

2016 State Holidays

Friday, January 1, 2016 - New Years Day
 Monday, January 18, 2016 - Martin Luther King Jr. Birthday
 Friday, March 25, 2016 - Good Friday (half day)
 Monday, May 30, 2016 - Memorial Day
 Monday, July 4, 2016 - Independence Day
 Monday, September 5, 2016 - Labor Day
 Tuesday, November 8, 2016 - Presidential Election
 Friday, November 11, 2016 - Veterans Day
 Thursday, & Friday, November 24-25, 2016 - Thanksgiving
 Friday & Monday, December 23, 26, 2016 - Christmas
 Friday, December 30, 2016 & Monday, January 2, 2017 - New Year's